

PERFORMANCE REQUIREMENTS SUMMARY TABLE

The purpose of this attachment is to:

- A. List each contract requirement and the vital functions essential to successful performance of each contract requirement.
- B. Summarize the vital functions.
- C. Specify the percentage of total contract value attributable to each contract requirement.

PERFORMANCE REQUIREMENTS SUMMARY TABLE

CONTRACT REQUIREMENT: **SECURITY/CONTROL/** **20%**
INMATE ACCOUNTABILITY

Vital Function #1	Provide a safe and secure environment for staff and inmates through effective communication of operational concerns. This includes verbal and written instructions, post orders, institution supplements, information dissemination, training and crisis prevention.
Vital Function #2	Gather intelligence information related to security concerns for dissemination to appropriate Contract and Federal Bureau of Prisons (BOP) staff.
Vital Function #3	Provide an adequate security inspection system to meet the needs of the institution.
Vital Function #4	Maintain an adequate level of emergency readiness to respond to institution emergencies.
Vital Function #5	<p>Maintain a level of occurrence for the following listed incidents at, or below, the average rate of occurrence at other BOP facilities of the same security level. The medium security institutions will be measured separately.</p> <p>Assaults without weapons on staff Assaults without weapons on other inmates Assaults with weapons on staff Assaults with weapons on other inmates Homicides Suicides Escapes</p>

CONTRACT REQUIREMENT:**PERSONNEL****10%**

Vital Function #1	Maintains adequate staffing levels.
Vital Function #2	Ensures proper administration and management of staff resources.

CONTRACT REQUIREMENT:**HEALTH SERVICES****15%**

Vital Function # 1	Only qualified health care providers are employed and all mandatory training and Continuing and Professional Education requirements have been met.
Vital Function #2	Inmates admitted to the inpatient facility are receiving a level of care commensurate with the requirements of the contract.
Vital Function #3	Outpatient care is provided in a manner consistent with the contract and in accordance with principles of professional practice that reflect concern for the acceptability, accessibility, availability, and cost of services.
Vital Function #4	Pathology and medical laboratory services are available to meet the needs of the inmate population.
Vital Function #5	Health records are documented accurately, legibly, and in a timely manner, are readily accessible, are promptly retrievable, are stored securely, the contents are filed and are maintained as required.
Vital Function #6	The pharmacy is operating in accordance with Drug Enforcement Administration regulations and contract requirements.
Vital Function #7	Radiology services are adequate to support the clinical capabilities of the institution. Radiation safety practices and protective equipment are utilized and adequate controls are in place to protect patients and staff from unnecessary radiation exposure.
Vital Function #8	The Dental Program: (1) provides dental care in a manner consistent with principles of professional practice that reflects concern for the accessibility and cost of services, (2) maintains dental records which are documented accurately and are readily accessible, and (3) protects staff and patients from unnecessary "exposure to potential health hazards.
Vital Function #9	Psychiatric services are available on both an inpatient and outpatient basis.

Vital Function #10	Ensure that inmates are screened for mental health problems and appropriate intervention is implemented.
Vital Function #11	Provide crisis intervention services for all inmates in a timely and thorough manner.
Vital Function #12	Ensure that potentially suicidal inmates are properly identified and treated.
Vital Function #13	Ensure that mentally ill inmates are managed appropriately in the institution.
Vital Function #14	Provide drug abuse education and treatment opportunities to all inmates.
Vital Function #15	A system to identify, monitor, and treat communicable diseases is in place to prevent the spread of disease.
Vital Function #16	Appropriate health care is provided to all inmates.
Vital Function #17	The safety controls in the Health Services Unit are adequate and provide an environment that ensures safe conditions for both inmates and staff in both routine and emergency situations.

CONTRACT REQUIREMENT: INMATE ADMISSION, 20%
CLASSIFICATION, PROGRAMS
AND TRANSFER

Vital Function #1	Sentence Computations. Determine the accurate computation of all sentences. All inmates are released on the correct release date.
Vital Function #2	R&D Functions. Identify inmates and review paperwork for proper commitment or release. Determine that property and inmates are thoroughly searched for contraband. All inmate property is properly inventoried and stored in a secure area not accessible to inmates and unauthorized staff.
Vital Function #3	Mail Management. Mail service is provided to inmates and staff alike. This includes the timely processing, accountability, and proper handling of special mail including inmate funds. Special care is given to the detection of contraband and prohibited acts.
Vital Function #4	Detainer/IAD/Writs. The appropriate execution, processing and verification of IAD documents and detainees are performed. Special care will be given to identifying the inmate to be released and the authorized receiving law enforcement agents.

Vital Function #5	The intake screening process includes thorough interviews, documentation is complete and decisions by staff performing intake procedures are appropriate.
Vital Function #6	The identity and location of those inmates whose security requires confidentiality is not released to those not authorized to receive that information.
Vital Function #7	The appropriate review authority is clearing the movement activities of those identified under one or more assignments in the CIM System.
Vital Function #8	The procedures used to determine policy and guidelines are being applied appropriately in the areas of inmate program reviews and Security Designations and Custody Classification.
Vital Function #9	Evaluate the needs of the inmate population and provide a wide range of programs which encourage purposeful participation and promote opportunities for self-improvement. Programs are accessible to the inmate population, program availability is effectively communicated and perpetual evaluation of program formulation, attendance, and productivity occur.
Vital Function #10	Impartial religious leadership is provided to meet the diversity of different faiths.
Vital Function #11	Provide mandatory programs: Literacy and ESL.
Vital Function #12	Ensure that inmates are screened for mental health problems and appropriate intervention is implemented.
Vital Function #13	Ensure that potentially suicidal inmates are properly identified and treated.
Vital Function #14	Provide necessary management of community resources to determine qualifications, adequacy, appropriateness and equitableness in meeting needs of inmate population.
Vital Function #15	Maintains appropriate operational and security requirements applicable to all computer equipment and services.

CONTRACT REQUIREMENT : **FOOD SERVICE****15%**

Vital Function #1	Sanitation. Policy, procedures and practices are in place for a safe and sanitary environment.
Vital Function #2	Quality. Meals are nutritionally adequate, properly prepared and attractively served.
Vital Function #3	Policy, procedures and practices are identified, developed, and managed to meet the operational needs of the Food Service program.

CONTRACT REQUIREMENT: **INMATE SERVICES****10%**

Vital Function #1	Inmate funds and property are properly maintained and accounted for during incarceration.
Vital Function #2	Inmates are provided the privilege of obtaining merchandise through the operation of a commissary and an inmate telephone system.
Vital Function #3	Clothing, linens, toiletries and the privilege of laundry services are provided to inmates.

CONTRACT REQUIREMENT: **QUALITY CONTROL****10%**

Vital Function #1	The contractor's Quality Control Program serves to identify deficiencies in the quality of services throughout the entire scope of the contract and implement corrective action before the level of performance becomes deficient.
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